

UNITED STATES OF AMERICA  
NATIONAL LABOR RELATIONS BOARD  
CHARGE AGAINST EMPLOYER

| DO NOT WRITE IN THIS SPACE |                        |
|----------------------------|------------------------|
| Case<br>25-CA-249759       | Date Filed<br>10/10/19 |

## INSTRUCTIONS:

File an original with NLRB Regional Director for the region in which the alleged unfair labor practice occurred or is occurring.

## 1. EMPLOYER AGAINST WHOM CHARGE IS BROUGHT

|  |  |                                       |
|--|--|---------------------------------------|
| a. Name of Employer<br>Green Thumb Industries (GTI) Inc.   |  | b. Tel. No.<br>312-471-6720           |
|  |  | c. Cell No.                           |
|  |  | f. Fax No.                            |
| d. Address (Street, city, state, and ZIP code)<br>325 W Huron Street<br>Suite 412<br>Chicago, IL 60654 | e. Employer Representative<br>Matthew S. Miller<br>General Counsel | g. e-mail<br>matt.miller@gtigrows.com |
|  |  | h. Number of workers employed<br>50+  |
| i. Type of Establishment (factory, mine, wholesaler, etc.)<br>manufacturing                            | j. Identify principal product or service<br>cannabis               |                                       |

The above-named employer has engaged in and is engaging in unfair labor practices within the meaning of section 8(a), subsections (1) and (list subsections) 8(a)(1) and 8(a)(3) of the National Labor Relations Act, and these unfair labor practices are practices affecting commerce within the meaning of the Act, or these unfair labor practices affecting commerce within the meaning of the Act and the Postal Reorganization Act.

## 2. Basis of the Charge (set forth a clear and concise statement of the facts constituting the alleged unfair labor practices)

Within the last six (6) months, the Employer, acting through its agent and representative (b) (6), (b) (7)(C) threatened the sale of the company in a Facebook posting due to employees' concerted activity and support of the Teamsters organizing efforts at the Rock Island, IL Facility.

## 3. Full name of party filing charge (if labor organization, give full name, including local name and number)

International Brotherhood of Teamsters (IBT)

|   |                                  |
|---|----------------------------------|
| 4a. Address (Street and number, city, state, and ZIP code)<br>25 Louisiana Avenue, NW<br>Washington, D.C. 20001 | 4b. Tel. No.<br>202-624-8710     |
|   | 4c. Cell No.<br>202-780-0098     |
|   | 4d. Fax No.                      |
|   | 4e. e-mail<br>Rhall@teamster.org |

## 5. Full name of national or international labor organization of which it is an affiliate or constituent unit (to be filled in when charge is filed by a labor organization)

International Brotherhood of Teamsters (IBT)

## 6. DECLARATION

I declare that I have read the above charge and that the statements are true to the best of my knowledge and belief.

  
(signature of representative or person making charge)

Raven L. Hall

(Print/type name and title or office, if any)

Address 25 Louisiana Avenue, NW, Washington, D.C. 20001

Date 10/9/2019

|  |
|--|
| Tel. No.<br>202-624-8710                 |
| Office, if any, Cell No.<br>202-780-0098 |
| Fax No.                                  |
| e-mail<br>Rhall@teamster.org             |

WILLFUL FALSE STATEMENTS ON THIS CHARGE CAN BE PUNISHED BY FINE AND IMPRISONMENT (U.S. CODE, TITLE 18, SECTION 1001)  
PRIVACY ACT STATEMENT

Solicitation of the information on this form is authorized by the National Labor Relations Act (NLRA), 29 U.S.C. § 151 et seq. The principal use of the information is to assist the National Labor Relations Board (NLRB) in processing unfair labor practice and related proceedings or litigation. The routine uses for the information are fully set forth in the Federal Register, 71 Fed. Reg. 74942-43 (Dec. 13, 2006). The NLRB will further explain these uses upon request. Disclosure of this information to the NLRB is voluntary; however, failure to supply the information may cause the NLRB to decline to invoke its processes.



UNITED STATES GOVERNMENT  
NATIONAL LABOR RELATIONS BOARD

SUBREGION 33  
101 SW Adams St  
Suite 400  
Peoria, IL 61602

Agency Website: [www.nlrb.gov](http://www.nlrb.gov)  
Telephone: (309)671-7080  
Fax: (309)671-7095



Download  
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Mobile App

October 11, 2019

Matthew S. Miller, General Counsel  
Green Thumb Industries (GTI) Inc.  
325 W. Huron Street, Suite 412  
Chicago, IL 60654

Re: Green Thumb Industries Inc.  
Case 25-CA-249759

Dear Mr. Miller:

Enclosed is a copy of a charge that has been filed in this case. This letter tells you how to contact the Board agent who will be investigating the charge, explains your right to be represented, discusses presenting your evidence, and provides a brief explanation of our procedures, including how to submit documents to the NLRB.

**Investigator:** This charge is being investigated by Field Examiner TIFFANY L. MILLER whose telephone number is (309)218-1729. If this Board agent is not available, you may contact Officer In Charge NATHANIEL E. STRICKLER whose telephone number is (309)740-2102.

**Right to Representation:** You have the right to be represented by an attorney or other representative in any proceeding before us. If you choose to be represented, your representative must notify us in writing of this fact as soon as possible by completing *Form NLRB-4701, Notice of Appearance*. This form is available on our website, [www.nlrb.gov](http://www.nlrb.gov), or from an NLRB office upon your request.

If you are contacted by someone about representing you in this case, please be assured that no organization or person seeking your business has any "inside knowledge" or favored relationship with the National Labor Relations Board. Their knowledge regarding this proceeding was only obtained through access to information that must be made available to any member of the public under the Freedom of Information Act.

**Presentation of Your Evidence:** We seek prompt resolutions of labor disputes. Therefore, I urge you or your representative to submit a complete written account of the facts and a statement of your position with respect to the allegations set forth in the charge by October 25, 2019. If the Board agent later asks for more evidence, I strongly urge you or your representative to cooperate fully by promptly presenting all evidence relevant to the investigation. In this way, the case can be fully investigated more quickly.

Full and complete cooperation includes providing witnesses to give sworn affidavits to a Board agent, and providing all relevant documentary evidence requested by the Board agent. Sending us your written account of the facts and a statement of your position is not enough to be considered full and complete cooperation. A refusal to fully cooperate during the investigation might cause a case to be litigated unnecessarily.

In addition, either you or your representative must complete the enclosed Commerce Questionnaire to enable us to determine whether the NLRB has jurisdiction over this dispute. If you recently submitted this information in another case, or if you need assistance completing the form, please contact the Board agent.

We will not honor any request to place limitations on our use of position statements or evidence beyond those prescribed by the Freedom of Information Act and the Federal Records Act. Thus, we will not honor any claim of confidentiality except as provided by Exemption 4 of FOIA, 5 U.S.C. Sec. 552(b)(4), and any material you submit may be introduced as evidence at any hearing before an administrative law judge. We are also required by the Federal Records Act to keep copies of documents gathered in our investigation for some years after a case closes. Further, the Freedom of Information Act may require that we disclose such records in closed cases upon request, unless there is an applicable exemption. Examples of those exemptions are those that protect confidential financial information or personal privacy interests.

**Preservation of all Potential Evidence:** Please be mindful of your obligation to preserve all relevant documents and electronically stored information (ESI) in this case, and to take all steps necessary to avoid the inadvertent loss of information in your possession, custody or control. Relevant information includes, but is not limited to, paper documents and all ESI (e.g. SMS text messages, electronic documents, emails, and any data created by proprietary software tools) related to the above-captioned case.

**Prohibition on Recording Affidavit Interviews:** It is the policy of the General Counsel to prohibit affiants from recording the interview conducted by Board agents when subscribing Agency affidavits. Such recordings may impede the Agency's ability to safeguard the confidentiality of the affidavit itself, protect the privacy of the affiant and potentially compromise the integrity of the Region's investigation.

**Procedures:** We strongly urge everyone to submit all documents and other materials by E-Filing (not e-mailing) through our website, [www.nlrb.gov](http://www.nlrb.gov). However, the Agency will continue to accept timely filed paper documents. Please include the case name and number indicated above on all your correspondence regarding the charge. The Agency requests all evidence submitted electronically to be in the form it is normally used and maintained in the course of business (i.e., native format). Where evidence submitted electronically is not in native format, it should be submitted in a manner that retains the essential functionality of the native format (i.e., in a machine-readable and searchable electronic format). If you have questions about the submission of evidence or expect to deliver a large quantity of electronic records, please promptly contact the Board agent investigating the charge.

Information about the Agency, the procedures we follow in unfair labor practice cases and our customer service standards is available on our website, [www.nlrb.gov](http://www.nlrb.gov) or from an NLRB office upon your request. *NLRB Form 4541, Investigative Procedures* offers information that is helpful to parties involved in an investigation of an unfair labor practice charge.

We can provide assistance for persons with limited English proficiency or disability. Please let us know if you or any of your witnesses would like such assistance.

Very truly yours,

PATRICIA K. NACHAND  
Regional Director

By: /s/Nathaniel E. Strickler

NATHANIEL E. STRICKLER  
Officer in Charge

Enclosures:

1. Copy of Charge
2. Commerce Questionnaire




UNITED STATES OF AMERICA  
NATIONAL LABOR RELATIONS BOARD  
CHARGE AGAINST EMPLOYER

| DO NOT WRITE IN THIS SPACE |                        |
|----------------------------|------------------------|
| Case<br>25-CA-249805       | Date Filed<br>10/11/19 |

**INSTRUCTIONS:**

File an original with NLRB Regional Director for the region in which the alleged unfair labor practice occurred or is occurring.

| 1. EMPLOYER AGAINST WHOM CHARGE IS BROUGHT   |  |
|--|--|
| a. Name of Employer<br>Green Thumb Industries (GTI), Inc.  | b. Tel. No.<br>312-471-6720  |
|  | c. Cell No.  |
|  | f. Fax No.   |
| d. Address (Street, city, state, and ZIP code)<br>325 W Huron Street<br>Suite 412<br>Chicago, IL 60654   | e. Employer Representative<br>Matthew S. Miller<br>General Counsel |
|  | g. e-mail<br>matt.miller@gtigrows.com                              |
|  | h. Number of workers employed<br>50+                               |
| i. Type of Establishment (factory, mine, wholesaler, etc.)<br>manufacturing  | j. Identify principal product or service<br>cannabis               |
| The above-named employer has engaged in and is engaging in unfair labor practices within the meaning of section 8(a), subsections (1) and (list subsections) 8(a)(1) of the National Labor Relations Act, and these unfair labor practices are practices affecting commerce within the meaning of the Act, or these unfair labor practices affecting commerce within the meaning of the Act and the Postal Reorganization Act. |  |
| 2. Basis of the Charge (set forth a clear and concise statement of the facts constituting the alleged unfair labor practices)<br>Within the last six (6) months, the Employer, acting through its agent and representative (b) (6), (b) (7)(C) coercively questioned employees about their union activities and support of the Teamsters' organizing efforts at the Rock Island, IL Facility.                                  |  |
| 3. Full name of party filing charge (if labor organization, give full name, including local name and number)<br>International Brotherhood of Teamsters (IBT)   |  |
| 4a. Address (Street and number, city, state, and ZIP code)<br>25 Louisiana Avenue, NW<br>Washington, D.C. 20001  | 4b. Tel. No.<br>202-624-8710                                       |
|  | 4c. Cell No.<br>202-780-0098                                       |
|  | 4d. Fax No.  |
|  | 4e. e-mail<br>Rhall@teamster.org                                   |
| 5. Full name of national or international labor organization of which it is an affiliate or constituent unit (to be filled in when charge is filed by a labor organization)<br>International Brotherhood of Teamsters (IBT)  |  |
| 6. DECLARATION<br>I declare that I have read the above charge and that the statements are true to the best of my knowledge and belief.   |  |
| <br>(signature of representative or person making charge)   | Raven L. Hall<br>(Print/type name and title or office, if any)     |
| 25 Louisiana Avenue, NW, Washington, D.C. 20001<br>Address   | 10/10/2019<br>Date   |
|  | Tel. No.<br>202-624-8710   |
|  | Office, if any, Cell No.<br>202-780-0098                           |
|  | Fax No.  |
|  | e-mail<br>Rhall@teamster.org                                       |

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October 11, 2019

Matthew S. Miller, General Counsel  
Green Thumb Industries (GTI) Inc.  
325 W. Huron Street, Suite 412  
Chicago, IL 60654

Re: Green Thumb Industries, Inc.  
Case 25-CA-249805

Dear Mr. Miller:

Enclosed is a copy of a charge that has been filed in this case. This letter tells you how to contact the Board agent who will be investigating the charge, explains your right to be represented, discusses presenting your evidence, and provides a brief explanation of our procedures, including how to submit documents to the NLRB.

**Investigator:** This charge is being investigated by Field Examiner TIFFANY L. MILLER whose telephone number is (309)218-1729. If this Board agent is not available, you may contact Officer In Charge NATHANIEL E. STRICKLER whose telephone number is (309)740-2102.

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**Presentation of Your Evidence:** We seek prompt resolutions of labor disputes. Therefore, I urge you or your representative to submit a complete written account of the facts and a statement of your position with respect to the allegations set forth in the charge by October 25, 2019. If the Board agent later asks for more evidence, I strongly urge you or your representative to cooperate fully by promptly presenting all evidence relevant to the investigation. In this way, the case can be fully investigated more quickly.

Full and complete cooperation includes providing witnesses to give sworn affidavits to a Board agent, and providing all relevant documentary evidence requested by the Board agent. Sending us your written account of the facts and a statement of your position is not enough to be considered full and complete cooperation. A refusal to fully cooperate during the investigation might cause a case to be litigated unnecessarily.

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We can provide assistance for persons with limited English proficiency or disability. Please let us know if you or any of your witnesses would like such assistance.

Very truly yours,

PATRICIA K. NACHAND  
Regional Director

By: /s/Nathaniel E. Strickler

NATHANIEL E. STRICKLER  
Officer in Charge

Enclosures:

1. Copy of Charge
2. Commerce Questionnaire




UNITED STATES OF AMERICA  
NATIONAL LABOR RELATIONS BOARD  
CHARGE AGAINST EMPLOYER

| DO NOT WRITE IN THIS SPACE |                        |
|----------------------------|------------------------|
| Case<br>25-CA-250009       | Date Filed<br>10/16/19 |

**INSTRUCTIONS:**

File an original with NLRB Regional Director for the region in which the alleged unfair labor practice occurred or is occurring.

| 1. EMPLOYER AGAINST WHOM CHARGE IS BROUGHT   |  |
|--|--|
| a. Name of Employer<br>Green Thumb Industries (GTI), Inc.  | b. Tel. No.<br>312-471-6720  |
|  | c. Cell No.  |
|  | f. Fax No.   |
| d. Address (Street, city, state, and ZIP code)<br>325 W Huron Street<br>Suite 412<br>Chicago, IL 60654   | e. Employer Representative<br>Matthew S. Miller<br>General Counsel |
|  | g. e-mail<br>matt.miller@gtigrows.com                              |
|  | h. Number of workers employed<br>50+                               |
| i. Type of Establishment (factory, mine, wholesaler, etc.)<br>manufacturing  | j. Identify principal product or service<br>cannabis               |
| <p>The above-named employer has engaged in and is engaging in unfair labor practices within the meaning of section 8(a), subsections (1) and (list subsections) 8(a)(1) and 8(a)(3) of the National Labor Relations Act, and these unfair labor practices are practices affecting commerce within the meaning of the Act, or these unfair labor practices affecting commerce within the meaning of the Act and the Postal Reorganization Act.</p>  |  |
| <p>2. Basis of the Charge (set forth a clear and concise statement of the facts constituting the alleged unfair labor practices)</p> <p>Within the last six (6) months, the Employer, acting through its agents and representatives continues to take adverse actions against employee (b) (6), (b) (7)(C), including, but not limited to the failure to promptly address and resolve (b) (6), paycheck shortage, failure to properly investigate and take preventative measures against workplace harassment and physical threats directed at (b) (6), and arbitrarily disciplining (b) (6) in retaliation for (b) (6) union activities and support of the Teamsters' organizing efforts at the Rock Island, IL facility.</p> |  |
| <p>3. Full name of party filing charge (if labor organization, give full name, including local name and number)</p> <p>International Brotherhood of Teamsters</p>  |  |
| 4a. Address (Street and number, city, state, and ZIP code)<br>25 Louisiana Avenue NW<br>Washington, D.C. 20001   | 4b. Tel. No.<br>202-624-8710                                       |
|  | 4c. Cell No.<br>202-780-0098                                       |
|  | 4d. Fax No.  |
|  | 4e. e-mail<br>Rhall@teamster.org                                   |
| <p>5. Full name of national or international labor organization of which it is an affiliate or constituent unit (to be filled in when charge is filed by a labor organization)</p> <p>International Brotherhood of Teamsters</p>   |  |
| <p>6. DECLARATION</p> <p>I declare that I have read the above charge and that the statements are true to the best of my knowledge and belief.</p> <p> Raven L. Hall<br/>(signature of representative or person making charge) (Print/type name and title or office, if any)</p> <p>25 Louisiana Avenue, NW, Washington, D.C. 20001<br/>Address Date 10/15/19</p>  |  |
| <p>Tel. No.<br/>202-624-8710</p> <p>Office, if any, Cell No.<br/>202-780-0098</p> <p>Fax No.</p> <p>e-mail<br/>Rhall@teamster.org</p>  |  |

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October 16, 2019

Matthew S. Miller, General Counsel  
Green Thumb Industries (GTI), Inc.  
325 W. Huron Street, Suite 412  
Chicago, IL 60654

Re: Green Thumb Industries (GTI), Inc.  
Case 25-CA-250009

Dear Mr. Miller:

Enclosed is a copy of a charge that has been filed in this case. This letter tells you how to contact the Board agent who will be investigating the charge, explains your right to be represented, discusses presenting your evidence, and provides a brief explanation of our procedures, including how to submit documents to the NLRB.

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**Presentation of Your Evidence:** We seek prompt resolutions of labor disputes. Therefore, I urge you or your representative to submit a complete written account of the facts and a statement of your position with respect to the allegations set forth in the charge by October 30, 2019. If the Board agent later asks for more evidence, I strongly urge you or your representative to cooperate fully by promptly presenting all evidence relevant to the investigation. In this way, the case can be fully investigated more quickly.

Full and complete cooperation includes providing witnesses to give sworn affidavits to a Board agent, and providing all relevant documentary evidence requested by the Board agent. Sending us your written account of the facts and a statement of your position is not enough to be considered full and complete cooperation. A refusal to fully cooperate during the investigation might cause a case to be litigated unnecessarily.

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We can provide assistance for persons with limited English proficiency or disability. Please let us know if you or any of your witnesses would like such assistance.

Very truly yours,

PATRICIA K. NACHAND  
Regional Director

By: /s/ Nathaniel E. Strickler

NATHANIEL E. STRICKLER  
Officer in Charge

Enclosures:

1. Copy of Charge
2. Commerce Questionnaire



UNITED STATES OF AMERICA  
NATIONAL LABOR RELATIONS BOARD  
CHARGE AGAINST EMPLOYER

DO NOT WRITE IN THIS SPACE

Case

25-CA-250241

Date Filed

10/21/19

## INSTRUCTIONS:

File an original with NLRB Regional Director for the region in which the alleged unfair labor practice occurred or is occurring.

## 1. EMPLOYER AGAINST WHOM CHARGE IS BROUGHT

|  |  |                                       |
|--|--|---------------------------------------|
| a. Name of Employer<br>Green Thumb Industries (GTI), Inc.  |  | b. Tel. No.<br>312-471-6720           |
|  |  | c. Cell No.                           |
|  |  | f. Fax No.                            |
| d. Address (Street, city, state, and ZIP code)<br>325 W Huron Street<br>Suite 412<br>Chicago, IL 60654 | e. Employer Representative<br>Matthew S. Miller<br>General Counsel | g. e-mail<br>matt.miller@gtigrows.com |
|  |  | h. Number of workers employed<br>50+  |
|  |  |                                       |
| i. Type of Establishment (factory, mine, wholesaler, etc.)<br>manufacturing                            | j. Identify principal product or service<br>cannabis               |                                       |

The above-named employer has engaged in and is engaging in unfair labor practices within the meaning of section 8(a), subsections (1) and (list subsections) 8(a)(1) of the National Labor Relations Act, and these unfair labor practices are practices affecting commerce within the meaning of the Act, or these unfair labor practices affecting commerce within the meaning of the Act and the Postal Reorganization Act.

## 2. Basis of the Charge (set forth a clear and concise statement of the facts constituting the alleged unfair labor practices)

Within the last six (6) months, the Employer, acting through its agent and representative (b) (6), (b) (7)(C) coercively questioned employees about their union activities and support of the Teamster's organizing efforts, and unlawfully polled employees to determine the extent of their support for a union at the Rock Island, IL Facility.

## 3. Full name of party filing charge (if labor organization, give full name, including local name and number)

International Brotherhood of Teamsters (IBT)

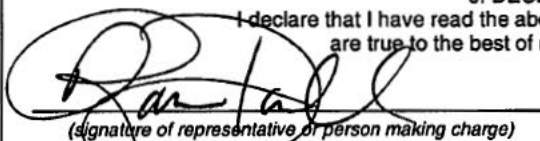
|  |                                  |
|--|----------------------------------|
| 4a. Address (Street and number, city, state, and ZIP code)<br>25 Louisiana Avenue NW<br>Washington, D.C. 20001 | 4b. Tel. No.<br>202-624-8710     |
|  | 4c. Cell No.<br>202-780-0098     |
|  | 4d. Fax No.                      |
|  | 4e. e-mail<br>Rhall@teamster.org |

## 5. Full name of national or international labor organization of which it is an affiliate or constituent unit (to be filled in when charge is filed by a labor organization)

International Brotherhood of Teamsters

## 6. DECLARATION

I declare that I have read the above charge and that the statements are true to the best of my knowledge and belief.

  
(signature of representative of person making charge)

Raven L. Hall

(Print/type name and title or office, if any)

25 Louisiana Avenue, NW, Washington, D.C. 20001

Address

Date 10/18/2019

Tel. No.  
202-624-8710Office, if any, Cell No.  
202-780-0098

Fax No.

e-mail  
Rhall@teamster.org

WILLFUL FALSE STATEMENTS ON THIS CHARGE CAN BE PUNISHED BY FINE AND IMPRISONMENT (U.S. CODE, TITLE 18, SECTION 1001)  
PRIVACY ACT STATEMENT

Solicitation of the information on this form is authorized by the National Labor Relations Act (NLRA), 29 U.S.C. § 151 et seq. The principal use of the information is to assist the National Labor Relations Board (NLRB) in processing unfair labor practice and related proceedings or litigation. The routine uses for the information are fully set forth in the Federal Register, 71 Fed. Reg. 74942-43 (Dec. 13, 2006). The NLRB will further explain these uses upon request. Disclosure of this information to the NLRB is voluntary; however, failure to supply the information may cause the NLRB to decline to invoke its processes.





UNITED STATES GOVERNMENT  
NATIONAL LABOR RELATIONS BOARD

SUBREGION 33  
101 SW Adams St  
Suite 400  
Peoria, IL 61602

Agency Website: [www.nlrb.gov](http://www.nlrb.gov)  
Telephone: (309)671-7080  
Fax: (309)671-7095



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Mobile App

October 22, 2019

Raven L. Hall  
International Brotherhood of Teamsters  
25 Louisiana Ave, NW  
Washington, DC 20001

Re: Green Thumb Industries, Inc.  
Case 25-CA-250241

Dear Ms. Hall:

The charge that you filed in this case on October 21, 2019 has been docketed as case number 25-CA-250241. This letter tells you how to contact the Board agent who will be investigating the charge, explains your right to be represented, discusses presenting your evidence, and provides a brief explanation of our procedures, including how to submit documents to the NLRB.

**Investigator:** This charge is being investigated by Field Examiner TIFFANY L. MILLER whose telephone number is (309)218-1729. If this Board agent is not available, you may contact Officer In Charge NATHANIEL E. STRICKLER whose telephone number is (309)740-2102.

**Right to Representation:** You have the right to be represented by an attorney or other representative in any proceeding before us. If you choose to be represented, your representative must notify us in writing of this fact as soon as possible by completing *Form NLRB-4701, Notice of Appearance*. This form is available on our website, [www.nlrb.gov](http://www.nlrb.gov), or from an NLRB office upon your request.

If you are contacted by someone about representing you in this case, please be assured that no organization or person seeking your business has any "inside knowledge" or favored relationship with the National Labor Relations Board. Their knowledge regarding this proceeding was only obtained through access to information that must be made available to any member of the public under the Freedom of Information Act.

**Presentation of Your Evidence:** As the party who filed the charge in this case, it is your responsibility to meet with the Board agent to provide a sworn affidavit, or provide other witnesses to provide sworn affidavits, and to provide relevant documents within your possession. Because we seek to resolve labor disputes promptly, you should be ready to promptly present your affidavit(s) and other evidence. If you have not yet scheduled a date and time for the Board agent to take your affidavit, please contact the Board agent to schedule the affidavit(s). If you

fail to cooperate in promptly presenting your evidence, your charge may be dismissed without investigation.

**Preservation of all Potential Evidence:** Please be mindful of your obligation to preserve all relevant documents and electronically stored information (ESI) in this case, and to take all steps necessary to avoid the inadvertent loss of information in your possession, custody or control. Relevant information includes, but is not limited to, paper documents and all ESI (e.g. SMS text messages, electronic documents, emails, and any data created by proprietary software tools) related to the above-captioned case.

**Prohibition on Recording Affidavit Interviews:** It is the policy of the General Counsel to prohibit affiants from recording the interview conducted by Board agents when subscribing Agency affidavits. Such recordings may impede the Agency's ability to safeguard the confidentiality of the affidavit itself, protect the privacy of the affiant and potentially compromise the integrity of the Region's investigation.

**Procedures:** Pursuant to Section 102.5 of the Board's Rules and Regulations, parties must submit all documentary evidence, including statements of position, exhibits, sworn statements, and/or other evidence, by electronically submitting (E-Filing) them through the Agency's web site ([www.nlr.gov](http://www.nlr.gov)). You must e-file all documents electronically or provide a written statement explaining why electronic submission is not possible or feasible. Failure to comply with Section 102.5 will result in rejection of your submission. The Region will make its determination on the merits solely based on the evidence properly submitted. All evidence submitted electronically should be in the form in which it is normally used and maintained in the course of business (i.e., native format). Where evidence submitted electronically is not in native format, it should be submitted in a manner that retains the essential functionality of the native format (i.e., in a machine-readable and searchable electronic format). If you have questions about the submission of evidence or expect to deliver a large quantity of electronic records, please promptly contact the Board agent investigating the charge.

If the Agency does not issue a formal complaint in this matter, parties will be notified of the Regional Director's decision by email. Please ensure that the agent handling your case has your current email address.

Information about the Agency, the procedures we follow in unfair labor practice cases and our customer service standards is available on our website, [www.nlr.gov](http://www.nlr.gov) or from an NLRB office upon your request. *NLRB Form 4541, Investigative Procedures* offers information that is helpful to parties involved in an investigation of an unfair labor practice charge.

We can provide assistance for persons with limited English proficiency or disability. Please let us know if you or any of your witnesses would like such assistance.

Very truly yours,

PATRICIA K. NACHAND  
Regional Director

By: /s/Nathaniel E. Strickler

NATHANIEL E. STRICKLER  
Officer in Charge